How to Update Your Contact Info/Profile

1. From TAPL Home Page, click the "Find a Member" link.
2. Type in your first name, last name, and/or email, and click "Search".
3. Click on the "Edit" link, which is found on the bottom right side of your profile.
4. Update information by typing in the fields to be changed.
5. Click "Submit Changes" button to save your changes.

(See each step below)

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Type first name, last name, and/or email in the appropriate field.

Click "Search" after typing in appropriate information.

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Click on the "Edit" link of your profile.

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You will scroll down and see several fields where you can type in the information you would like to update. Double Check all of the fields to be sure the information is current and accurate.

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After updating your information & double-checking for accuracy, you must click the "Submit Changes" button to actually save & update your record.